

# CESA: Recommended Books

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## Facilitation

- *Facilitation at a Glance*, by Ingrid Bens
- *201 Icebreakers*, by Edie West
- *The Facilitator's Fieldbook: Step-by-Step Procedures, Checklists and Guidelines, Samples and Templates*, by Tom Justice, David Jamieson, David W., Ph.D.
- *The Creative Training Idea Book: Inspired Tips and Techniques for Engaging and Effective Learning*, by Robert William Lucas
- *Games Trainers Play*, by Edward E. Scannell, John W. Newstrom
- *More Team Games for Trainers (Team Games for Trainers Series)*, by Carolyn Nilson
- *Games That Drive Change*, by Carolyn Nilson
- *The Big Book of Team Building Games: Trust-Building Activities, Team Spirit Exercises, and Other Fun Things to Do*, by John W. Newstrom, Edward E. Scannell

## Process Improvement

- *The Problem Solving Memory Jogger: Seven Steps to Improved Processes*
- *The Memory Jogger: A Pocket Guide of Tools for Continuous Improvement*, by Michael Brassard

## Mediation

- *Getting to Yes: Negotiating Agreement Without Giving In* by Roger Fisher, William L. Ury, Bruce Patton
- *Getting Ready to Negotiate*, by Roger Fisher
- *Beyond Reason: Using Emotions as You Negotiate* by Roger Fisher and Daniel Shapiro
- *Getting Past No*, by William Ury
- *How to Make Collaboration Work: Powerful Ways to Build Consensus, Solve Problems, and Make Decisions*, by David Straus, Thomas C. Layton
- *Territorial Games*, by Annette Simmons

## **Project Management**

- *The Project Management Memory Jogger: A Pocket Guide for Project Teams* , by Paula Martin

## **Strengths-Based Focus**

- *Learned Optimism: How to Change Your Mind and Your Life*, Seigelman
- *Change the Way You See Everything: Through Asset-Based Thinking*, by Kathryn D. Cramer

## **Teams**

- *Overcoming the Five Dysfunctions of a Team: A Field Guide for Leaders, Managers, and Facilitators*, by Patrick M. Lencioni

## **Personality Type**

- *Gifts Differing: Understanding Personality Type* by Isabel Briggs Myers

## **Large Group Processes**

- *Appreciative Inquiry: A Positive Revolution in Change*, by David L Cooperrider
- *Collaborating for Change: Future Search*, by Marvin Ross Weisbord
- *Open Space Technology: A User's Guide*, by Harrison Owen

## **Systematic Creativity**

- *The Idea Edge: Transforming Creative Thought into Organizational Excellence*, by Bob King